

**WINN PARISH ASSESSOR
WINNFIELD, LOUISIANA
ANNUAL FINANCIAL REPORT**

DECEMBER 31, 2009

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 7/14/10

Winn Parish Assessor
Financial Report
December 31, 2009

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ACCOUNTANT'S REVIEW REPORT ON THE FINANCIAL STATEMENTS

To the Honorable Lawrence Desadier
Winn Parish Assessor
Winnfield, Louisiana 71483

We have reviewed the accompanying financial statements of the governmental activities and major fund of the Winn Parish Assessor, a component unit of the Winn Parish Police Jury, as of and for the year ended December 31, 2009, which collectively comprise the Assessor's basic financial statements as listed in the Table of Contents, in accordance with *Statements on Standards for Accounting and Review Services* issued by the American Institute of Certified Public Accountants. All information included in these financial statements is the representation of management of the Winn Parish Assessor.

A review consists principally of inquiries of the Assessor personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we do not express such an opinion.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with generally accepted accounting principles.

The budgetary comparison information on page 25 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. Such information has not been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, but was compiled from information that is the representation of management, without audit or review. Accordingly, we do not express an opinion or any other form of assurance on the supplementary information. The Winn Parish Assessor has not presented Management's Discussion and Analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be part of the basic financial statements.

In accordance with the *Louisiana Governmental Audit Guide* and the provisions of state law, we have issued a report dated June 18, 2010, on the results of our agreed-upon procedures presented on pages 26 through 28. Pages 29 through 33 present the Louisiana Attestation Questionnaire, Summary Schedule of Prior Year Findings, our Management Letter and Management's Response.

Johnson, Thomas & Cunningham, CPA's
Johnson, Thomas & Cunningham, CPA's

June 18, 2010
Natchitoches, LA 71457

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE
FINANCIAL STATEMENTS

Winn Parish Assessor
Statement of Net Assets
December 31, 2009

	Governmental <u>Activities</u>
ASSETS:	
Current Assets-	
Cash & Cash Equivalents	\$ 49,370
Revenue Receivable	278,034
Prepaid Expenses	<u>4,865</u>
Total Current Assets	\$332,269
Non-current Assets-	
Capital Assets, Net of Depreciation	<u>14,813</u>
Total Assets	<u>\$347,082</u>
LIABILITIES:	
Current Liabilities-	
Accounts Payable	\$ 390
Payroll & Related Liabilities	74,151
Non-current Liabilities-	
Other Post-Employment Benefits	<u>1,943</u>
Total Liabilities	<u>\$ 76,484</u>
NET ASSETS:	
Invested in Capital Assets	\$ 14,813
Unrestricted	<u>255,785</u>
Total Net Assets	<u>\$270,598</u>

See accompanying notes and accountant's report.

Winn Parish Assessor
Statement of Activities
December 31, 2009

<u>Activities</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenue and Changes in Net Assets Government Activities</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
Governmental Activities:				
General Government	<u>\$325,282</u>	<u>\$4,965</u>	<u>\$0</u>	<u>\$(320,317)</u>
General Revenues:				
Taxes:				
Ad Valorem Taxes				\$ 278,812
Intergovernmental Revenue-				
Local Agencies				49,087
State Revenue Sharing				23,661
Miscellaneous-				
Interest				789
Other				<u>3,485</u>
Total General Revenues				<u>\$ 355,834</u>
Change in Net Assets				\$ 35,517
Net Assets January 1, 2009				<u>235,081</u>
Net Assets December 31, 2009				<u>\$ 270,598</u>

See accompanying notes and accountant's report.

FUND FINANCIAL STATEMENTS

Winn Parish Assessor
Balance Sheet-Governmental Fund
December 31, 2009

Assets:

Cash & Cash Equivalents	\$ 49,370
Revenue Receivable	278,034
Prepaid Expenses	<u>4,865</u>
Total Assets	<u>\$332,269</u>

Liabilities:

Accounts Payable	\$ 390
Payroll Liabilities	<u>74,151</u>
Total Liabilities	\$ 74,541

Fund Balance:

Unreserved-Undesignated	<u>257,728</u>
Total Liabilities and Fund Balance	<u>\$332,269</u>

See accompanying notes and accountant's report.

Winn Parish Assessor
Reconciliation of the Governmental Fund
Balance Sheet to the Statement of Net Assets
December 31, 2009

Total Fund Balance for the Governmental Fund at December 31, 2009	\$ 257,728
Total Net Assets reported for Governmental Activities in the Statement of Net Assets is different because:	
Capital Assets used in Governmental Activities are not financial resources and, therefore, are not reported in the fund. Those assets consist of:	
Equipment and Furniture	118,387
Less: Accumulated Depreciation	(103,574)
Other Post-employment Benefits are not reported in the fund. These liabilities consist of	<u>(1,943)</u>
Total Assets of Governmental Activities at December 31, 2009	<u>\$ 270,598</u>

See accompanying notes and accountant's report.

Winn Parish Assessor
Statement of Revenues, Expenditures and Changes in Fund Balance-
Governmental Fund
Year Ended December 31, 2009

REVENUES:

Taxes-	
Ad Valorem Taxes	\$278,812
Intergovernmental-	
Local Agencies	49,087
State Revenue Sharing	23,661
Charges for Services-	
Tax Rolls & Notices	4,965
Miscellaneous-	
Interest	789
Other	<u>3,485</u>
Total Revenues	<u>\$360,799</u>

EXPENDITURES:

Current-	
General Government-	
Personnel Services and Related Benefits	\$257,488
Operating Services	55,456
Travel & Other Charges	8,116
Capital Outlay	<u>17,092</u>
Total Expenditures	<u>\$338,152</u>
Excess of Revenues over Expenditures	\$ 22,647
Fund Balance-Beginning of Year	<u>235,081</u>
Fund Balance-End of Year	<u>\$257,728</u>

See accompanying notes and accountant's report.

Winn Parish Assessor
Reconciliation of the Statement of Revenues, Expenditures
and Changes in Fund Balance of the Governmental Fund
to the Statement of Activities
for the Year Ended December 31, 2009

Net Change in Fund Balance-Governmental Funds	\$ 22,647
Amounts reported for Governmental Activities in the Statement of Activities are different because:	
Governmental Funds report Capital Outlays as expenditures. However, in the Statement of Activities the cost of these assets is allocated over their estimated useful lives as depreciation expense. The cost of Capital Assets recorded in the current period are	17,092
Depreciation expense on Capital Assets is reported in the Government-wide Financial Statements, but does not require the use of current financial resources and is not reported in the Fund Financial Statements. Current year depreciation expense is	(2,279)
Other Post-employment Benefits are reported in the Government-wide Statement of Activities, but are not reported in the Fund Financial Statements. Current year Net Pension Obligation is	<u>(1,943)</u>
Net Change in Net Assets per Statement of Activities	<u>\$ 35,517</u>

See accompanying notes and accountant's report.

NOTES TO FINANCIAL STATEMENTS

Winn Parish Assessor
Notes to Financial Statements
December 31, 2009

1. Introduction:

As provided by Article VII, Section 24 of the Louisiana Constitution of 1974, the Assessor is elected by the voters of the parish and serves a four-year term. The Assessor assesses all real and movable property in the parish, subject to ad valorem taxation. The Assessor is authorized to appoint as many deputies as may be necessary for the efficient operation of the office and provides assistance to the taxpayers of the parish. The deputies are authorized to perform all functions of the office, but the Assessor is officially and pecuniarily responsible for the actions of the deputies.

The Assessor's office is located in the Winn Parish Courthouse in Winnfield, Louisiana. In accordance with Louisiana law, the Assessor bases real and movable property assessments on conditions existing on January 1 of the tax year. The Assessor completes an assessment listing by May 1 of the tax year and submits the list to the parish governing authority and the Louisiana Tax Commission as prescribed by law. Once the assessment listing is approved, the Assessor submits the assessment roll to the parish tax collector who is responsible for collecting and distributing taxes to the various taxing bodies.

2. Summary of Significant Accounting Policies:

The accompanying general purpose financial statements of the Winn Parish Assessor have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

A. Reporting Entity-

As the governing authority of the parish, for reporting purposes, the Winn Parish Police Jury is the financial reporting entity for Winn Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the Winn Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the Winn Parish Police Jury to impose its will on that organization and/or

Winn Parish Assessor
Notes to Financial Statements
December 31, 2009

- b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the Winn Parish Police Jury.
2. Organizations for which the Winn Parish Police Jury does not appoint a voting majority but are fiscally dependent on the Winn Parish Police Jury.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because of item number 2 above, the Winn Parish Assessor was determined to be a component unit of the Winn Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the Assessor and do not present information on the Winn Parish Police Jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

B. Basis of Presentation-

Government-Wide Financial Statements (GWFS)

The Statement of Net Assets and Statement of Activities report information about the reporting government as a whole. They include all funds of the reporting entity. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues.

The Statement of Activities presents a comparison between direct expenses and program revenues for each function of the Assessor's governmental activities. Direct expenses are those that are specifically associated with a program or function. Program revenues include (a) fees and charges paid by the recipient for goods or services offered by the program, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

C. Fund Accounting-

The accounts of the Assessor are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions. The minimum number of funds are maintained consistent with legal and managerial requirements.

Winn Parish Assessor
Notes to Financial Statements
December 31, 2009

The Assessor maintains only one fund. It is categorized as a governmental fund. The emphasis on fund financial statements is on major governmental and enterprise funds; each displayed in a separate column. A fund is considered major if it is the primary operating fund of the entity.

The major fund of the Assessor is described below:

Governmental Fund-

General Fund

The General Fund is the general operating fund of the Assessor. It is used to account for all financial resources except those required to be accounted for in another fund.

D. Measurement Focus/Basis of Accounting-

Basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

Accrual Basis - Government-Wide Financial Statements (GWFS)

The Statement of Net Assets and the Statement of Activities display information about the Assessor as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Modified Accrual Basis - Fund Financial Statements (FFS)

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Assessor considers all revenues "available" if they are collected within 60 days after year-end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred. The exceptions to this general rule are that (1) unmatured principal and interest on long-term debt, if any, are recorded when due and (2) claims and judgments and compensated absences are recorded as expenditures when paid with expendable available financial resources.

Winn Parish Assessor
Notes to Financial Statements
December 31, 2009

E. Assets, Liabilities and Equity-

Cash and Interest-Bearing Deposits-

For purposes of the Statement of Net Assets, cash and interest-bearing deposits include all demand accounts, savings accounts, and certificates of deposit of the Assessor.

Capital Assets-

Capital assets, which include property, plant and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The Assessor maintains a threshold level of \$300 or more for capitalizing capital assets.

The costs of normal maintenance and repairs that do not add to the value of that asset or materially extend the life of that asset are not capitalized.

Depreciation of all exhaustible capital assets is recorded as an expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of useful lives by type of asset is as follows:

Furniture, fixtures and equipment	5-10 years
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Compensated Absences-

Employees of the Winn Parish Assessor do not accrue or "carry forward" any type of leave from year to year. Therefore, no entry is made to record compensated absences.

Equity Classification-

In the government-wide statements, equity is classified as net assets and displayed in three components:

- a. Invested in capital assets, net of related debt—Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net assets—Consists of net assets with constraints placed on their use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provision or enabling legislation.

Winn Parish Assessor
Notes to Financial Statements
December 31, 2009

- c. Unrestricted net assets---All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt".

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

F. Budget-

Prior to the beginning of each fiscal year, the Winn Parish Assessor adopts a budget for the next fiscal year. The budget is open for public inspection. All budgetary appropriations lapse at the end of the fiscal year. The budget is prepared on the modified accrual basis of accounting.

G. Estimates-

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenditures and expenses during the reported period. Actual results could differ from those estimates.

3. Capital Assets:

Capital asset balances and activity for the year ended December 31, 2009 is as follows:

<u>Governmental Activities</u>	<u>Balance 01-01-09</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance 12-31-09</u>
Capital Assets:				
Furniture, computers, equipment	\$101,295	\$17,092	\$0	\$118,387
Less: Accumulated Depreciation:				
Furniture, computers, equipment	<u>101,295</u>	<u>2,279</u>	<u>0</u>	<u>103,574</u>
Net Capital Assets	<u>\$ 0</u>	<u>\$14,813</u>	<u>\$0</u>	<u>\$ 14,813</u>

Depreciation expense of \$2,279 was charged to the general government function.

Winn Parish Assessor
Notes to Financial Statements
December 31, 2009

4. Ad Valorem Taxes:

The Assessor levies taxes on real and business personal property located within the boundaries of Winn Parish. Property taxes are levied by the Assessor on property values assessed by the Assessor and approved by the State of Louisiana Tax Commission.

The Winn Parish Sheriff's office bills and collects property taxes for the Assessor. Collections are remitted to the Assessor monthly. The Assessor recognizes property tax revenues when levied.

Property Tax Calendar

Assessment date	January 1
Levy date	June 30
Tax bills mailed	October 15
Total taxes are due	December 31
Penalties and interest added	January 31
Lien date	January 31
Tax sale	May 17

The Assessor is permitted to levy taxes up to 10% of the assessed property valuation for each specified purpose, or, in the aggregate for all purposes 25% of the assessed valuation for the payment of principal and interest on long-term debt after the approval by the voters of the Parish. Property taxes are recorded as receivables and revenues in the year assessed.

Assessed values are established by the Winn Parish Tax Assessor each year on a uniform basis at the following ratios to fair market value:

10% land	15% machinery
10% residential improvements	15% commercial improvements
15% industrial improvements	25% public service properties, excluding land

A revaluation of all property is required to be completed no less than every four years. The last revaluation was completed for the roll of January 1, 2008. Total assessed value was \$75,085,026 in 2009. Louisiana state law exempts the first \$7,500 of assessed value of a taxpayer's primary residence from parish property taxes. This homestead exemption was a total of \$15,933,625 of the assessed value in 2009. For the year ended December 31, 2009, taxes of 5.04 mills were levied on the property. Taxes collected totaled \$278,812.

Winn Parish Assessor
Notes to Financial Statements
December 31, 2009

The following are the principal taxpayers for the parish:

<u>Taxpayer</u>	<u>Assessed Valuation</u>	<u>Percentage of Total Assessed Valuation</u>
Entergy Louisiana, LLC	\$ 4,626,730	6.2%
West Fraser, Inc.	3,997,694	5.3%
Weyerhaeuser Company	2,451,511	3.3%
Weyerhaeuser	2,414,706	3.2%
Plum Creek Southern Timber	1,924,382	2.6%
BellSouth Telecommunications	1,538,780	2.0%
Arclin U. S. A., Inc.	1,468,390	1.9%
Autumn Leaves Properties, LLC	1,443,230	1.9%
Gulf South Pipeline Co., LP	1,304,160	1.7%
Bank of Winnfield & Trust Co.	<u>1,278,927</u>	<u>1.7%</u>
Total	<u>\$22,448,510</u>	<u>29.9%</u>

5. Litigation:

In January 2008, a suit was filed against the prior Winn Parish Assessor, both as an individual and in his capacity as Winn Parish Assessor. Seven individuals are listed in the lawsuit claiming the Assessor wrongfully increased the assessment on their respective properties. The taxes were paid under protest and are being held by the Winn Parish Clerk of Court. Plaintiffs are seeking to recover all taxes paid under protest and reasonable attorney fees. The actions of this suit cannot be determined at this time.

6. Expenses Paid by the Winn Parish Police Jury:

Certain expenses of the Assessor's office are paid by the Winn Parish Police Jury. In addition to furnishing the building where the Assessor's office is located, the Police Jury pays all utility bills, most insurance, and furnishes some of the equipment in the Assessor's office.

7. Cash and Cash Equivalents:

For reporting purposes, cash and cash equivalents include demand deposits and time deposits. At December 31, 2009, the Assessor had cash and cash equivalents (collected bank balances) totaling \$51,436. Cash and cash equivalents are stated at cost, which approximates market. Under Louisiana law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the bank. The market value of the pledged securities plus the federal deposit insurance must at all

Winn Parish Assessor
Notes to Financial Statements
December 31, 2009

times equal the amount on deposit with the bank. These pledged securities are held in the name of the pledging bank in a holding or custodial bank in the form of safekeeping receipts held by the Assessor. The deposits at December 31, 2009, were fully secured by FDIC Insurance.

8. Employees Retirement System:

Plan Description. Substantially all employees of the Winn Parish Assessor's office are members of the Louisiana Assessors' Retirement System (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

All full-time employees who are under the age of 60 at the time of original employment and are not drawing retirement benefits from any other public retirement system in Louisiana are required to participate in the System. Employees who retire at or after age 55 with at least 12 years of credited service or at or after age 50 with at least 30 years of credited service are entitled to a retirement benefit, payable monthly for life, equal to 3 percent of the final-average salary for each year of credited service, not to exceed 100 percent of their final-average salary. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average.

Employees who terminate with at least 12 years of service and do not withdraw their employee contributions may retire at or after age 55 and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana Assessors' Retirement System, Post Office Box 1786, Shreveport, Louisiana 71166-1786, or by calling (318) 425-4446.

Funding Policy. Plan members are required by state statute to contribute 8.0 percent of their annual covered salary and the Winn Parish Assessor is required to contribute at an actuarially determined rate. The current rate is 13.5 percent of annual covered payroll. Of the 8.0 percent of the member contributions, the Winn Parish Assessor pays all. Contributions to the system also include one-fourth of one percent (one percent for Orleans Parish) of the taxes shown to be collectible by the tax rolls of each parish, plus revenue sharing funds appropriated by the legislature. The contribution requirements of plan members and the Winn Parish Assessor are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Winn Parish Assessor's contributions to the System for the year ending December 31, 2009, 2008, and 2007 were \$35,411, \$46,386, and \$45,033, respectively, equal to the required contributions for each year.

Winn Parish Assessor
Notes to Financial Statements
December 31, 2009

9. Receivables:

The following is a summary of receivables at December 31, 2009:

<u>Class of Receivable</u>	<u>General Fund</u>
Taxes-	
Ad Valorem	\$277,935
Charges for Services	<u>99</u>
Total	<u>\$278,034</u>

Substantially all receivables are considered to be fully collectible, and no allowance for uncollectibles is used.

10. Other Post-Employment Benefits:

Plan Description. The Winn Parish Assessor provides certain continuing health and dental care and life insurance benefits for its retired employees. Eligibility for medical coverage is based on the following:

- 55 years old and 12 years of service, or
- 30 years of service at any age

Spouse's coverage is also provided to those who are currently receiving benefits. If the retiree predeceases the spouse, coverage for the surviving spouse continues.

Funding Policy. These benefits for the retirees are provided through an insurance company on a pay-as-you-go basis. The Assessor contributes 100% of the cost of current-year premiums for retirees and spouses. The Assessor will recognize the cost of providing these benefits (Assessor's cost of premiums) as an expenditure when the monthly premiums are paid. For the year ended December 31, 2009, there were no retirees and no premiums paid.

Annual OPEB Cost and Net OPEB Obligation. The Assessors annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC). The Assessor has elected to calculate the ARC and related information using the Unit Credit Actuarial Cost Method. The ARC represents a level of funding that, if paid on an ongoing basis, is

Winn Parish Assessor
Notes to Financial Statements
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projected to cover normal cost each year and to amortize any unfunded actuarial liabilities (of funding excess) over a period not to exceed thirty years. The following table shows the components of the Assessor's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Assessor's net OPEB obligation to the Retiree Health Plan for year ended December 31, 2009:

<u>DISCOUNT RATE</u>	<u>4.00%</u>
Determination of Annual Required Contribution-	
Normal Cost at Fiscal Year End	\$1,943
Amortization of UAAL	<u>0</u>
Annual Required Contribution (ARC)	<u>\$1,943</u>
Determination of Net OPEB Obligation-	
Annual Required Contribution	\$1,943
Interest on Prior Year Net OPEB Obligation	0
Adjustment to ARC	<u>0</u>
Annual OPEB Cost	\$1,943
Assumed Contributions Made	<u>0</u>
Estimated Increase in Net OPEB Obligation	\$1,943
Net OPEB Obligation - Beginning of Year	<u>0</u>
Estimated Net OPEB Obligation - End of Year	<u>\$1,943</u>

The Assessor's estimated annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net obligation for year ended 2009 and the two preceding fiscal years assuming the plan is not prefunded (4% discount rate):

<u>Fiscal Year Ended</u>	<u>Discount Rate</u>	<u>Annual OPEB Cost</u>	<u>% of OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
12/31/2007	N/A	N/A	N/A	N/A
12/31/2008	N/A	N/A	N/A	N/A
12/31/2009	4.00%	\$1,943	0%	\$1,943

Funded Status and Funding Progress. The Assessor's actuarial accrued liability for benefits was \$0. The covered payroll (annual payroll of active employees covered by the plan) was \$154,170, and the ratio of the unfunded actuarial accrued liability (UAAL) to the covered payroll was 0 percent.

Winn Parish Assessor
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The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about rates of interest, future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

Methods and Assumptions. Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The united credit actuarial cost method was used with the estimates based to an important degree on the assumptions made relative to various occurrences, such as rate of expected investment earnings by the fund, rates of mortality among active and retired employees, rates of termination from employment, and retirement rates. In the current valuation, the actuarial assumptions used for the calculation of costs and liabilities are:

MEASUREMENT DATE

Benefit liabilities are valued as of January 1, 2009

DISCOUNT RATE FOR VALUING LIABILITIES

Without prefunding - 4.0% per annum, compounded annually

MORTALITY RATES

Male - RP 2000 system table with floating Scale AA projections for Males
Female - RP 2000 system table with floating Scale AA projections for Females

11. Contingencies:

For the year ending December 31, 2009, the Assessor's office had not remitted federal payroll taxes for the years 2007 and 2008 in the amount of \$66,976. The IRS has been contacted, however, a payment schedule has not been provided.

OTHER REQUIRED
SUPPLEMENTARY INFORMATION

Winn Parish Assessor
General Fund
Budgetary Comparison Schedule
For the Year Ended December 31, 2009

	<u>Budget</u> <u>Original/Final</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES:			
Ad Valorem	\$278,374	\$278,812	\$ 438
Intergovernmental-			
State Revenue Sharing	28,500	23,661	(4,839)
Other Revenue (Winn Parish)-			
Sheriff	0	10,481	10,481
Fire Department	0	4,906	4,906
School Board	0	24,721	24,721
Police Jury	0	1,810	1,810
Road	0	1,924	1,924
Library	0	3,754	3,754
Health Unit	0	1,491	1,491
Charges for Services	1,000	4,965	3,965
Miscellaneous-			
Other	0	3,485	3,485
Interest	<u>1,000</u>	<u>789</u>	<u>(211)</u>
Total Revenues	<u>\$308,874</u>	<u>\$360,799</u>	<u>\$ 51,925</u>
EXPENDITURES:			
Personnel Services & Related Benefits	\$249,719	\$257,488	\$ (7,769)
Operating Services	40,000	55,456	(15,456)
Travel & Other Charges	5,000	8,116	(3,116)
Capital Outlay	<u>0</u>	<u>17,092</u>	<u>(17,092)</u>
Total Expenditures	<u>\$294,719</u>	<u>\$338,152</u>	<u>\$(43,433)</u>
Excess of Revenues over Expenditures	\$ 14,155	\$ 22,647	\$ 8,492
Fund Balance-Beginning of Year	<u>235,081</u>	<u>235,081</u>	<u>0</u>
Fund Balance-End of Year	<u>\$249,236</u>	<u>\$257,728</u>	<u>\$ 8,492</u>

See accountant's report.

Johnson, Thomas & Cunningham

Certified Public Accountants

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INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Honorable Lawrence Desadier
Winn Parish Assessor
Winnfield, Louisiana 71483

We have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of the Winn Parish Assessor and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Winn Parish Assessor's compliance with certain laws and regulations during the year ended December 31, 2009, included in the Louisiana Attestation Questionnaire. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

PUBLIC BID LAW

1. Select all expenditures made during the year for materials and supplies exceeding \$30,000, or public works exceeding \$150,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

No expenditures found to be in violation.

CODE OF ETHICS FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided us with the required list including the noted information.

3. Obtain from management a listing of all employees paid during the period under examination.

Management provided us with the requested list.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedures (3) were also included on the listing obtained from management in agreed-upon procedures (2) as immediate family members.

No instances that would fall under the above circumstances were found.

BUDGETING

5. Obtain a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the budget, there were no amendments.

6. Trace the budget adoption to the minute book.

The Winn Parish Assessor is an independently elected official; therefore, no meetings or minutes are necessary to adopt the budget.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more or if actual expenditures exceed budgeted amounts by 5% or more.

Actual expenditures for the year were not within the 5% variance allowed.

ACCOUNTING AND REPORTING

8. Randomly select 6 disbursements made during the period under examination and:

- (a) trace payments to supporting documentation as to proper amount and payee:

We examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

- (b) determine if payments were properly coded to the correct fund and general ledger account:

Each disbursement appeared to be coded correctly.

- (c) determine whether payments received approval from proper authorities:

Inspection of supporting documentation showed written approval.

MEETINGS

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).

Not applicable.

DEBT

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds or any other indebtedness which have not been approved by the State Bond Commission.

We inspected copies of all bank deposits for the period under examination and noted no deposits that appeared to be proceeds of bank loans, bonds, or other indebtedness that had not been approved by the State Bond Commission.

ADVANCES AND BONUSES

11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees that may constitute bonuses, advances, or gifts.

There were no payments that appeared to be either an advance or bonus.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of the Winn Parish Assessor and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Johnson, Thomas & Cunningham, CPA's
Johnson, Thomas & Cunningham, CPA's

June 18, 2010
Winnfield, Louisiana

WINN PARISH ASSESSOR
LOUISIANA ATTESTATION QUESTIONNAIRE

Johnson, Thomas & Cunningham, CPA's
321 Bienville Street
Natchitoches, LA 71457

In connection with your review of our financial statements as of December 31, 2009, and for the year then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of 12-3-09.

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office.

Yes ☒ No ☐

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.

Yes ☒ No ☐

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes ☒ No ☐

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14 or the budget requirements of LSA-RS 39:34.

Yes ☒ No ☐

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes ☒ No ☐

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:463, and/or 39:92, as applicable.

Yes ☒ No ☐

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513

Yes ☒ No ☐

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes ☒ No ☐

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60-1410.65.

Yes ☒ No ☐

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.

Yes ☒ No ☐

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.

Lawrence Desautels Assessor
Signed by & Title

Winn Parish Assessor
Summary Schedule of Prior Year Findings
For the Year Ended December 31, 2009

08-01 Account Reconciliations

Finding - Several accounts, including the cash account, are not being reconciled on a monthly basis.

Status - This finding is cleared as of December 31, 2009.

08-02 Payroll taxes not remitted in a timely manner

Finding - Federal and state taxes, both withheld from employees and the employer's portion, were not remitted to the appropriate agencies for the year ended December 31, 2008.

Status - This finding is partially cleared as of December 31, 2009. The IRS has been contacted, but a payment plan has not been agreed upon.

Johnson, Thomas & Cunningham

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June 18, 2010

To the Honorable Lawrence Desadier
Winn Parish Assessor
Winnfield, Louisiana 71483

RE: Review Report - December 31, 2009

We have reviewed the financial statements of the Winn Parish Assessor for the year ended December 31, 2009, and have the following information to report to you.

Louisiana Statutes require that the budget be amended if actual revenues fail to meet budgeted revenues by 5% or more; or if actual expenditures exceed budgeted amounts by 5% or more. For the year ended December 31, 2009, actual expenditures were more than budgeted expenditures by more than the 5% variance allowed and the budget was not amended. We recommend that the Assessor monitor the actual versus budgeted amounts in the future and when necessary prepare and adopt budget amendments.

Sincerely,

Johnson, Thomas & Cunningham, CPA's

Johnson, Thomas & Cunningham, CPA's

WINN PARISH ASSESSOR'S OFFICE

119 W. Main Street
Courthouse Room 101
Winnfield, LA 71483

June 18, 2010

Louisiana Legislative Auditor
1609 North Third Street
Baton Rouge, LA 70802

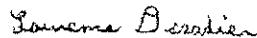
RE: Winn Parish Assessor
Financial Report – December 31, 2009

The following is our response to the management letter issued to us by the firm Johnson, Thomas & Cunningham, CPA's for the year ended December 31, 2009:

Management's Corrective Action Plan

We will ensure that in the future, the budget will be amended if either actual revenues or actual expenditures do not meet the 5% variance allowed.

Thank you,


Lawrence Desadler
Assessor